SB 272 Enterprise Catalog

Senate Bill 272

Approved on October 11, 2015, SB 272 adds a section to the California Public Records Act requiring local agencies to create a catalog of Enterprise Systems by July 1, 2016, with annual updates.

Enterprise System

A software application or computer system that collects, stores, exchanges and analyzes information that the agency uses that is both of the following:

o   A multi-departmental system or a system that contains information collected about the public.
o   A system that serves as an original source of data within an agency.

An Enterprise System does not include any of the following:

o   Information Technology security systems, including firewalls and other cybersecurity systems.
o   Physical access control systems, employee identification management systems, video monitoring and other physical control systems.
o   Infrastructure and mechanical control systems, including those that control or manage street lights, electrical, natural gas or water or sewer functions.
o   Systems related to 911 dispatch and operation or emergency services.
o   Systems that would be restricted from disclosure by Section 6254.19.
o   The specific records that the information technology system collects, stores, exchanges or analyzes.

Requirements

1. Create a catalog of enterprise systems, containing:

o   Current system vendor
o   Current system product
o   System's purpose
o   A description of categories or types of data
o   The department that is the prime custodian of the data
o   The frequency that system data is collected
o   The frequency that system data is updated

2. To make the catalog publicly available upon request

3. To post the catalog in a prominent location on the agency's website

Exception

If the public interest served by not disclosing the information described clearly outweighs the public interest served by disclosure, the local agency may instead provide a system name, brief title or identifier of the system.

City of Morgan Hill
Catalog of Enterprise Systems

Pursuant to CA Government Code 6270.5

Product	Vendor	Purpose	Data Category	Custodian	Collection Frequency	Update Frequency
EDEN	Tyler Technologies	Accounts Receivable	Financial system	Administrative Services Department	Daily	Daily
EDEN	Tyler Technologies	Accounts Payable	Financial system	Administrative Services Department	Daily	Daily
EDEN	Tyler Technologies	Payroll	Financial system	Administrative Services Department	Daily	Daily
EDEN	Tyler Technologies	Human Resources	Financial system	Administrative Services Department	Daily	Daily
EDEN	Tyler Technologies	General Ledger	Financial system	Administrative Services Department	Daily	Daily
EDEN	Tyler Technologies	Budgeting	Financial system	Administrative Services Department	Daily	Daily
EDEN	Tyler Technologies	Purchasing	Financial system	Administrative Services Department	Daily	Daily
Mapguide	Opensource	GIS Web Interface	Geographic Information System	Community Development Department	Daily	As Needed
ArcGIS Servers	ESRI	Addressing	Geographic Information System	Community Development Department	Daily	Daily
ArcGIS Servers	ESRI	Land Records	Geographic Information System	Community Development Department	Daily	Daily
ArcGIS Servers	ESRI	Zoning	Geographic Information System	Community Development Department	Daily	Daily
ArcGIS Servers	ESRI	Public Works Data	Geographic Information System	Community Development Department	Daily	Daily
ArcGIS Servers	ESRI	Public Safety	Geographic Information System	Community Development Department	Daily	Daily
Tidemark - Permitting	Acella	Building Permit and Inspections software	Permit System	Community Development Department	Daily	Daily
Trak-IT	FIS/Sungard	Permiting System	Permit System	Community Development Department	Daily	Daily
Trak-IT	FIS/Sungard	Plan-check	Permit System	Community Development Department	Daily	Daily
Trak-IT	FIS/Sungard	Inspection	Permit System	Community Development Department	Daily	Daily
Trak-IT	FIS/Sungard	Business Licenses	Permit System	Community Development Department	Daily	Daily
Trak-IT	FIS/Sungard	Encoarchment Permits	Permit System	Community Development Department	Daily	Daily
CivicPlus	CivicPlus	City Website	Web Site	All Departments	Daily	Daily
Intranet / Internal Reporting	DNN	City Reporting Dashboards	Web Site	Administrative Services Department	Daily	As Needed
FTP Portal	MHINTRANET	Large file sharing of unsecured information	Web Site	Administrative Services Department	As Needed	As Needed
MetroScan	Corelogic	Santa Clara County Parcel Information	Web Site	Administrative Services Department	Daily	As Needed
Legistar	Granicus	Agenda Manager	Document management	Administrative Services Department	As Needed	As Needed
Meeting Manager	Granicus	Meeting Capture and minutes manager	Agenda and minutes management	Administrative Services Department	Daily	Daily
Votecast	Granicus	Vote display and management	Vote Management	Administrative Services Department	As Needed	As Needed
Laserfiche Unity	Laserfiche	Document Archive	Document management	Administrative Services Department	Daily	Daily
FitLinxx	FitLinxx	FitLinxx Exercise Management	Fitness management	Community Services Department	Daily	Daily
Recpro	RC Systems	Recreation Activity, Member and Facility Management	Recreation and facilities management	Community Services Department	Daily	Daily
Recware	Active Systems	Recreation Activity, Member and Facility Management - Old	Facility scheduling and management	Community Services Department	As Needed	none
Crystal Reports	SAP	Automated Crystal reports generated	Report management	Community Services Department	Daily	As Needed
VENUS	Daktronics	Electronic sign manager	Public messaging	Community Services Department	As Needed	As Needed
Watersmart	Watersmart Software	Water Use Reporting System	Water use reporting system	Public Works Department	As Needed	As Needed
NEOGOV	NEOGOV	HR hiring and recruiting management system	Human Resouces system	Administrative Services Department	As Needed	As Needed
HR Office	EDEN	HR hiring and recruiting management system	Human Resouces system	Administrative Services / Community Services Departments	As Needed	As Needed
Animal Licensing	Petdata	Bill and Tracking of City animal licensing	Animal License	Police Department	As Needed	As Needed
CIP	In-House	CIP Tracking	Document Management	Public Works Department	As Needed	As Needed
Timecard	In House	Electronic Time Card	Human Resouces System	Public Works Department	Daily	Daily
Workorders	In House	Utility Work Order System	Assest Management	Public Works Department	Daily	Daily
INCODE	Tyler Technologies	Utility Billing and Cash Collection	Accounts Receivable Financial	Administrative Services / Public Works Departments	Daily	Daily
Crime Mapping and Online Report Orders	Crime Reports.US	Providing Public Info on Crime Trends & Report Access	Web Site	Police Department	Daily	Daily
California All Incident Reporting System (CAIRS)	Cal Fire	California Fire Service stastical information system	Fire information system	Cal Fire	As Needed	As Needed
Arbor Access	West Coast Arborists	Tree Inventory DB	Assest Management	Community Services Department	As Needed	As Needed
FH Inspector	Firehouse Software	Fire Inspection	Inspection System	Fire Department	Daily	Daily

Revision: 20160630